



"प्रमाणि नशि सूर्ययो"

# JAIPUR VIDYUT VITRAN NIGAM LIMITED

CIN: U40109RJ2000SGC016486

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur-302005

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No. JPD/Admn/HR/Estt/F. 2 (35)/D. 1088

Jaipur, Dated: 18-08-2020

## ORDER

Considering the huge outstanding dues against regular vis a vis PDC consumers ever increasing due to not up to the mark realization percentage, it has been felt imperative to focus on this vital segment of revenue realization. For, this the existing department of Revenue Realization and Billing under the Chief Accounts Officer (RR&B) is hereby hived off in to two separate compartments namely Billing and Revenue Realization to be headed by Sr. Accounts Officer (Billing) and Chief Accounts Officer (Revenue Realization) respectively. The distribution of existing work assignment between the above two cells would be as under: -

### **A. Chief Accounts Officer (Revenue Realization)**

1. He would be responsible for ensuring 100 % Revenue Realization from the consumers across the categories on month to month basis.
2. He shall also be responsible for a close and focused monitoring on recovery from PDC consumers. For this, he will oversee the recovery process under EUDR Act to be initiated and carried out by the concerned officers and submit monthly progress made in this direction to the Chief Controller of Accounts.
3. For monitoring the 100% Revenue Realization from regular consumers and realization from the PDC consumers as per target assigned to him, he shall use the 'Bijli Prabandh' App developed by the billing agency BCITS and report to the Chief Controller of Accounts about any laggards at the level and concerned Officer/Official for the requisite remedial action.
4. To begin with, a Sr. Accounts Officer, Accounts Officer and Assistant Accounts Officer-I, 02 Assistant Accounts Officer-II and 03 Junior Accountants shall be placed in the cell proposed to be created as above under the Chief Accounts Officer (Revenue Realization), which may be later on reviewed depending upon the progress/ results to be delivered by the Cell.
5. The Key Performance Indicators (KPI) for the Chief Accounts Officer (Revenue Realization) would be: (a.) percentage revenue realization (b.) level of outstanding dues against PDC consumers (c.) level of outstanding dues against various government departments (d.) logical conclusion of pending VCR's and SOSD's in comparison to the corresponding period of the previous year, company as a whole.

### **B. Sr. Accounts Officer (Billing)**

1. He would be responsible for the entire billing related matters across the category of consumers.
2. He will be the single point designated officer to be in touch with the billing agency i.e. BCITS to have the billing software compatible for the billing to the consumers as per the prevailing tariff and other provisions.

3. All the correspondence related to billing and revenue including with the Government shall be made from his office. All the circulars/clarifications related to billing and revenue shall be issued by his office.
4. He will also be the designated officer for revenue related information and MIS to be shared with the CIO, Discoms and the Superintending Engineer (Reg.).
5. His Key Performance indicators (KPI) would be smooth functioning of billing software, timely billing, correct and timely flow of billing and revenue related information.
6. Work assignment related to various payments and collection agencies including on-line payment gateways shall also fall in his domain.
7. His work assignment also includes replies to Lok-Sabha/Vidhan-Sabha questions.
8. He will directly report to the Chief Controller of Accounts.

The work assignment brought out as above is not exhaustive but only indicative and as such both the officers shall be wholly responsible for correct and timely billing and realization of dues.

The above order shall come into force with immediate effect

By order,

(. Sanjeev Kumar Pandey )  
Secretary (Admn)

**Copy to the following for information and necessary action: -**

1. CE/Addl. CE ( ), Jaipur Discom, Jaipur/Bharatpur/Kota.
2. CCOA/CPO, Jaipur Discom, Jaipur.
3. Addl. SP (Vig.), Jaipur Discom, Jaipur.
4. Chief Accounts Officer ( ), Jaipur Discom, Jaipur.
5. TA to MD/Director ( ), Jaipur Discom, Jaipur.
6. Superintending Engineer ( ), Jaipur Discom, Jaipur.
7. Sr. Accounts Officer ( ), Jaipur Discom, Jaipur.
8. DS/AS/DDP/PO ( ), Jaipur Discom, Jaipur/
9. Accounts Officer ( ), Jaipur Discom, Jaipur/
10. Sr. Ps to Secretary(Admn) Jaipur Discom, Jaipur
11. MF/R-18.

*N.S. Nathawat*

( N.S. Nathawat )  
Joint Director Personnel (HR)